



**DEFENSE LOGISTICS AGENCY
HUMAN RESOURCES OPERATIONS CENTER
POST OFFICE BOX 13919
COLUMBUS, OHIO 43213**

MILITARY SECURITY

SAFEGUARDING MILITARY INFORMATION

As a new employee of the Defense Logistics Agency, you have become part of the nation's defense system. It has become your responsibility to prevent the disclosure of defense information to the wrong people. To prevent disclosure of defense information, we have adopted certain safeguards. Among them is access to defense information on a need-to-know basis and most important, not to discuss your work with persons outside of the workforce, to include your close friends. When you leave, make sure information is left at your work site.

On November 5, 1953, an Executive Order was issued by the President of the United States, to enforce security regulations to further protect these United States. Federal Statutes provide severe punishment to violators. The following is an extract from Title 18, U.S. Code:

"Unauthorized disclosure of classified military security information is a violation of Title 18, U.S. Code, Internal Security Act. A person found guilty is subject to a fine of not more than \$10,000.00 or imprisonment not more than 10 years, or both."

Be security Conscious!!! Don't talk about your Work.

The above security orientation was explained to me, and I have read and understand its meaning.

Signature of Employee

Date

(To be filed in employee's Official Civilian Personnel Folder)